

FEDERAL ENGINEER OF THE YEAR AWARD

CRITERIA:

All candidates ***must be licensed professional engineers (P.E. or E.I.T)*** to be considered for nominations for the NSPE Federal Engineer of the Year. In other words, to be eligible for the "Top Ten," all nominees must be licensed. However, agencies that chose unlicensed engineers as their agency "Engineer of the Year," may still honor their agency recipient at the FEYA ceremony. They are still able to attend the luncheon and receive the agency plaque in the award ceremony.

Also, please note that the candidate's name should not appear on the form or in any of the documentation supporting the nomination.

PLAQUES:

Agencies/commands are ***no longer required*** to purchase "Engineer of the Year Award" plaques for their agency award winners. This is now voluntary. I have included with each nomination package a plaque order form. For those agencies that would like to purchase an official NSPE "Engineer of the Year Award" plaque, they will place their orders ***directly with the plaque manufacturer*** and plaques will be shipped to the agency. All orders must be placed ***no later than December 18, 2003***, in order to be delivered in time for the ceremony. Plaques are \$58.25, which includes a shipping charge. Checks, VISA, Mastercard, and purchase orders are all acceptable forms of payment. Please make checks payable to ***Metal Decor***. Please indicate if you require a receipt.

Since the plaques will be shipped directly to the agency it is the agency contact's responsibility to ensure that the presenter has the plaque at the ceremony for presentation to the agency recipient. Only the official NSPE "Engineer of the Year Award" plaque may be presented at the ceremony. NSPE will continue to provide the medallion and plaque for the national winner.

IMPORTANT DATES:

Deadline for entry: All entries must be received in their entirety at NSPE Headquarters by ***November 13, 2002***. A completed entry includes the original form, ***SIX COPIES***, and a cover letter from the department point-of-contact.

"Top Ten" photos and statements: For those candidates who are chosen as the "Top Ten" finalists, a 100 word or less non-technical statement and a 5"x7" or 8"x10" headshot photograph of the candidate is due to NSPE Headquarters by ***January 9, 2003***. These photos must be suitable for publication. In other words, polaroids, home photos, or pictures clipped from another publication are not acceptable.

Guest lists and luncheon ticket payment: All guest lists and luncheon ticket payments are due at NSPE by ***February 14, 2003***.

Award Reception: The FEYA award ceremony will be held in conjunction with National Engineers Week, in ***February***. Location and date to be determined.

CONTACTS:

I have enclosed a contact information sheet listing all information that I have. Please make any changes and return ***as soon as possible***. If someone new is handling the program, please give them this information and the forms and ask them to contact me as soon as possible.

ENTRIES:

This year we will have a judging panel of six engineers. It is imperative that each agency provide the ***original and six copies of the entry.***

You are no longer required to attach a photograph with your entry. However, if your candidate is chosen as one of the "Top Ten" finalists, a photograph will be required.

PUBLIC RELATIONS:

NSPE will publicize the "Top Ten" and the national recipient. Agencies are responsible for publicizing their own agency winners.

If you have any questions or concerns, point of contact is Leah Badal at 703/684-2885.

**2002 FEDERAL ENGINEER OF THE YEAR AWARD
Point-of-Contact Information**

DEPARTMENT: Navy

AGENCY/COMMAND: Naval Air Systems Command

FEYA Point-of-contact (POC): Keith Entznibger

Address: Administrator Incentive Awards
Naval Air Systems Command
Human Resources Office
Bldg 1489 Unit 7 Room 121B
Patuxent River MD 20670-1161

Phone: 301/342-6862

Fax number: 301/342-3113

E-mail address: _____

FEDERAL ENGINEER

OF THE

YEAR AWARD

Eligibility

All federal agencies employing at least 50 engineers worldwide are eligible to compete. Individual agency nominees must be presently engaged in the practice of engineering as an employee of the federal government in either managerial or technical positions. Only licensed professional engineers (P.E. or E.I.T.) are eligible for the nomination for the Top Ten Finalists, and therefore Federal Engineer of the Year. However, non-licensed engineers are eligible to participate in the awards ceremony if they are chosen as Engineer of the Year within their agencies. Engineers who will have retired within 12 months of the awards ceremony are eligible for nomination.

Nonimation Process

All nominations must be typed and submitted on the official form and **must be accompanied by six copies**. Nominations must be submitted to NSPE by November 13, 2002.

Cabinet-level departments with major subordinate commands or agencies may submit one overall nomination or subordinate agencies may submit nominations individually provided they qualify under the prescribed eligibility. If subordinate agencies compete individually, **all nominations must be processed through the appropriate incentive awards office** of the major cabinet-level department and the major department may not enter a separate nomination for the department. However, agencies and commands may also submit a military and a civilian nominee. If the department wishes to enter a single nominee from among the candidates from subordinate agencies, the department is responsible for the selection of its departmental nominee.

Selection Process

The Federal Engineer of the Year will be selected by a panel of judges established by the NSPE Professional Engineers in Government, using the following criteria:

Education	10 points
Continuing education	10 points
Professional and/or Technical	
Society Activities	10 points
NSPE Membership	5 points
Awards or Honors	10 points
Civic and Humanitarian Activities	15 points
Engineering Achievements	<u>40 points</u>
Total	100 points

The judges will first select ten finalists or the "Top Ten". The Federal Engineer of the Year will be selected from that group.

Winner Recognition

An awards ceremony will be held during National Engineers' Week at a luncheon in February. Location and date to be determined.

Each agency has the opportunity to purchase a plaque naming its recipient as the "Engineer of the Year" for that agency. The "Top Ten" finalists will receive special recognition, and the Federal Engineer of the Year will be presented with a gold medallion. Each agency is responsible for purchasing and presenting the agency recipient plaque.

Agency Responsibilities

Agencies are required to designate a point-of-contact (POC) through which the program will be coordinated with NSPE. Agency POCs are responsible for the following:

1. Publicizing the program throughout the agency and encouraging participation by all branches and field offices;
2. Completing the nomination form and sending it with **six copies** to NSPE. Each form must be filled out completely, indicating on each page, as well as all attachment pages, the agency name. ***The nominee's name and gender must not be mentioned on any supporting materials;***
3. For those candidates chosen for the "Top Ten," preparing a non-technical statement of 100 words or less and providing a **5"x7" photograph** of the recipient suitable for publication by January 8;
4. Coordinating agency attendance and ticket purchases for the awards ceremony, as substantial representation from participating agencies is essential to the success of the program. (Ticket prices will be determined in December)'
5. Coordinating with NSPE for presenter attendance and plaque presentation at the ceremony; and
6. Publicizing individual agency nominee as agency winner.

Agencies are responsible for transportation and housing, enabling nominees to attend the awards ceremony.

Key Dates

Nominations due to NSPE	November 01, 2003
"Top Ten" materials due to NSPE	January 15, 2004
Guest lists submitted and tickets purchased by	February 14, 2004
Awards luncheon	To be determined

Name of Department/Command

Name of Agency/Installation

Please type

Candidate Information

Job title: _____

Name of Work location: _____

Number of engineers employed by **entire** agency/command: _____

At this location: _____

Registration

Classification: _____ State: _____ Registration number: _____

Educational and Collegiate Achievements

- a) Academic degrees: (State date, major, institutions, and identify engineering degrees accredited by ECPD or ABET.)

- b) Honor societies: (State society and office(s) held.)

Continuing Education During the Last Three Years (1998-01)

- a) College credit courses, excluding degrees mentioned above: (State course and date.)

- b) Short courses and seminars: (State course and date.)

c) Papers published: (State article, journal and date.)

Engineering Achievements

Submit a nontechnical statement of 200 words or less (please submit a separate sheet double-spaced) supporting the candidate's nomination. Facts presented should include engineering achievements in design, research, development, or management during the last three years. Please defined all acronyms and technical terms. To insure anonymity in the judging process, please do not mention candidate's name in the statement.

Professional/Technical Society Activities

a) Membership in:

b) Offices held and/or committee assignments: (State office or committee, responsibility, dates)

Awards and Honors

(State title and date)

Civic and Humanitarian Activities

List name of organization, offices held and brief summary of activities:

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Please TYPE.

Name of Department/Command
Name of Agency/Installation

Nominator Information:

Nominator: _____ Title: _____

Address: _____

Daytime phone: _____ Fax number: _____

Will the nominator also serve as the presenter at the awards reception? Yes: ____ No: ____

Candidate Information

Name of candidate: _____

Department, command, agency, and installation name: _____

Work address: _____

Home address: _____

Daytime phone number: _____ Fax number: _____

NSPE affiliation: Membership #: _____ State: _____ Chapter Name: _____

For publicity purposes, list the names and addresses of two or more publications in the nominee's hometown:

Please return the **original and SIX copies** no later than November 13, 2002, to:

Leah Badal
NSPE Headquarters
Professional Engineers in Government
1420 King Street
Alexandria, VA 22314-2794
703/684-2885

**2002 Federal Engineer
of the Year Award**

Any agencies wishing to purchase the official NSPE Engineer of the Year Award plaque for their recipients may do so using the order form below. All purchases will be made directly through the vendor, Metal Decor, and will be shipped to the agency. It will be the agency's responsibility to bring the plaque to the luncheon for presentation at the awards ceremony. Only the official NSPE plaque will be allowed to be presented at the ceremony.

Honor your agency/command 2000 Engineer of the Year with the handsome FEYA shadowbox plaque. The plaque is a deep-etch copper plate with a black pebbled background, naming your national candidate as the Federal Engineer of the Year for your agency/command. The plaque is mounted in 8"x8" floating shadowbox frame of fine American walnut with a rich red velvet background.

Order Form

Plaques are \$52.25. There will be an additional shipping charge of \$6.00, for the total cost of \$58.25

Payment Information:

Federal tax identification #: _____

ENCLOSED: _____ **CHECK** _____ **CREDIT CARD**

Check/money order for \$ _____ Purchase order: P.O# _____

Charge payment to: _____ VISA _____ MASTERCARD

Card number: _____ Expiration date: _____

Print name on card: _____

Signature of cardholder: _____

P.O. Contact: _____ Ship plaque to: _____

Address: _____ Address: _____

Phone#: _____ Phone #: _____

Plaque Information:

Print name **exactly** as it should appear on the plaque

_____ (Include P.E., E.I.T., Ph.D., etc)

Print name of agency/command

(Agency/command name cannot exceed 40 characters in length, including spaces. Please do not use acronyms or work location names.)

Mail this form with payment to:

**Metal Decor
Attn: Linda Stufflebean
Post Office Box 19542
Springfield, IL 62794**

TEL: 217/523-45665

FAX: 217/753-3068

**Orders must be placed by December 18, 2003, to arrive in time for the ceremony.
This award can be submitted any time before 15 February of each year.**